26-27 SUBSTITUTE TEACHER

PAY SCHEDULE

**Sub teachers are paid from data pulled from SMARTFIND*

Days worked 1st – 15th are paid on the 30th

Days worked the 16th – end of the month are paid on the 15th

PAY DATES FOR 2026	PAY DATES FOR 2027
9/15/2026	1/15/2027
9/30/2026	1/29/2027
10/15/2026	2/12/2027
10/30/2026	2/26/2027
11/13/2026	3/15/2027
11/30/2026	3/30/2027
12/15/2026	4/15/2027
12/30/2026	4/30/2027
	5/14/2027
	5/28/2027
	6/15/2027
	6/30/2027

The district requires Direct Deposit: Your paycheck information can be accessed through the 'Skyward Employee Access link on the district website. A username and password should have been sent to you

~If you have signed the 'Direct Deposit Exception' form to receive a paycheck, you may pick up your check at the District Office on or after the 'actual pay date'. Checks will NOT be mailed.

**NOTE: Please see below for exceptions to Smartfind*

- Long-Term sub assignment: pay days are the same, but days paid follow a different process. Smartfind is not used for the purposes of pay detail. The process will be explained by Employee Services at the time of confirmation of the LTS assignment.

-Building Assigned Substitute Teachers (FLOAT): pay days are the same but follow a different process. Smartfind is not used for the purposes of pay detail. The process will be explained by Employee Services when the position is assigned.

Please contact Lynn Streeter if you have any payroll questions: 763-497-3180 EXT 5110 or lynns@mystma.org